



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON, DC 20350-2000

8290
IN REPLY REFER TO
OPNAVINST 5450.330
OP-114C1
14 February 1992

OPNAV INSTRUCTION 5450.330

From: Chief of Naval Operations

Subj: MISSION, FUNCTIONS AND TASKS OF THE UNITED STATES NAVAL
ACADEMY, ANNAPOLIS, MD (USNA ANNAPOLIS MD)

Ref: (a) OPNAVNOTE 5450 Ser 09B22D/7U309325 of 01 Dec 87

Encl: (1) Functions and Tasks of the U.S. Naval Academy

1. Purpose. To publish the functions and tasks of USNA, ANNAPOLIS, MD under the mission established by reference (a).

2. Mission. The mission of the Naval Academy is to develop Midshipmen morally, mentally and physically and to imbue them with the highest ideals of duty, honor and loyalty in order to provide graduates who are dedicated to a career of naval service and have potential for future development in mind and character to assume the highest responsibilities of command, citizenship, and government.

3. Status and Command Relationships. USNA, ANNAPOLIS MD is a shore activity in an active status under the Superintendent, U.S. Naval Academy, Annapolis, MD.

a. Command: U.S. Naval Academy

Echelon:

- 1 Chief of Naval Operations
- 2 Superintendent, United States Naval Academy,
Annapolis, MD.

b. Area Coordination:

Area Coordinator: Commandant, Naval District,
Washington, DC.



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OPNAVINST 5450.330

14 FEB 1992

4. Commanded, Tenant, Supported and Supporting Activities and Detachments. USNA ANNAPOLIS MD is immediate superior in command of

a. Naval Station, Annapolis, MD.

b. Naval Construction Battalion Unit-403 (CBU-403),
Annapolis, MD.

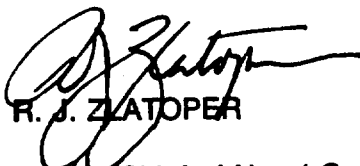
c. U.S. Naval Academy Preparatory School, Newport, RI.

5. Overseas Diplomacy. USNA, ANNAPOLIS MD serves as an effective instrument of U.S. Foreign Policy by initiating and continuing action programs which promote positive relations between the command and foreign navies and naval academies.

6. Oversight. Oversight is provided by the Naval Academy Board of Visitors and by the Chief of Naval Operations (OP-01, OP-09BC).

7. Outcome Assessment. The effectiveness of the academic and professional programs will be monitored by the Naval Academy Institutional Research Office.

8. Action. In accomplishing the assigned mission, the Superintendent of the Naval Academy will ensure performance of the functions and tasks at enclosure (1). Send recommended changes via the chain of command to the Chief of Naval Operations (OP-01).



R. J. ZLATOPER

Deputy Chief of Naval Operations
(Manpower, Personnel and Training)

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FUNCTIONS AND TASKS OF USNA ANNAPOLIS, MD

1. EDUCATION

a. Provides and conducts an educational system suitable for producing a graduating class with the academic background commensurate with the needs of the naval service.

b. Provides for naval science to be practiced, both afloat and ashore, during summer training of midshipmen.

c. Provides for timely development and revision of curricula for all courses of instruction, and for the development of new courses of instruction to support the mission, current and future needs of the Naval Service.

d. Maintains library facilities and collections to provide resources in support of the education and research programs of the Academy.

e. Assists the Chief of Naval Operations (CNO) as requested on matters of undergraduate military education for Naval Academy midshipmen.

f. Keeps CNO advised regarding progress and general results of the education being provided Naval Academy midshipmen.

g. Operates and maintains training equipment/devices.

2. RESEARCH. Supports faculty, staff and student research as part of the academic program and additional research of interest to the naval profession.

3. CONFERENCES. Serves as a host for a wide variety of international and high-level naval conferences.

4. SUPPORT

a. Administers nominations made by members of Congress and other officials authorized to nominate candidates for admission to the Naval Academy.

b. Provides facilities support through the Public Works Department to include engineering services, family housing services, maintenance control services, facilities maintenance, utilities, transportation maintenance, construction equipment maintenance and fire fighting equipment maintenance.

14 FEB 1992

c. Maintains a museum as a repository for relics, paintings, models and other memorabilia pertaining to naval history.

d. Maintains the Naval Academy archives.

e. Preserves the appearance and atmosphere befitting a National Landmark and provides appropriate visitor services.

f. Exercises chain of command authority over the Naval Academy Preparatory School.

g. Makes recommendations to CNO regarding changes in academics, facilities, funding and logistic requirements necessary for effective accomplishment of assigned mission and functions.

5. AUTOMATIC DATA PROCESSING

a. Provides mission area management and control.

b. Operates a data processing installation to include production control, magnetic-media library, data transcription services, electrical accounting machine (EAM) processing services, software acceptance and testing and remote tele-processing capability.

c. Develops and maintains applications software.

d. Develops and maintains system software.

e. Provides technical support services.

f. Repairs and services EDP/EAM equipment.

6. FINANCIAL SERVICES

a. Exercises budgetary and funding control over funds allocated by CNO; develops and coordinates long- and short-range financial plans and programs.

b. Provides administrative oversight on private funds (e.g. Naval Academy Memorial Fund, etc.).

c. Provides midshipman disbursing services.

d. Provides Comptroller and internal review services.

e. Provides budget and accounting services.

14 FEB 1992

7. INTER/INTRA COMMAND SUPPORT

- a. Commands and administers a naval shore activity.
- b. Provides legal services, including convening authority, administrative discharge boards, line-of-duty investigations, legal assistance and courts-martial.
- c. Provides a public affairs program, including fleet hometown news services.
- d. Provides religious program and consultations.
- e. Provides management assistance.
- f. Provides administrative support services.
- g. Provides a music program.
- h. Provides audio/visual services, including radio-television production and graphic arts.
- i. Provides historical services.
- j. Provides and administers a safety and health program.

8. PERSONNEL SUPPORT

- a. Provides military personnel administration.
- b. Operates Family Services Centers.
- c. Provides services through the Midshipman Welfare Fund (club sports and extra-curricular activities) and Midshipman Recreational Fund (ice rink and restaurants).
- d. Provides berthing, including bachelor officers quarters (BOQ).
- e. Conducts Human Resource Management Program including the Equal Employment Opportunity (EEO) Program.
- f. Provides passenger transportation services.

9. RECRUITING. Recruits for officer programs.

10. SECURITY

- a. Provides mission area support services.

OPNAVINST 5450.330
14 FEB 1992

b. Maintains facilities and provides for security of buildings, classified documents and information.

c. Provides master-at-arms services.

d. Provides law enforcement/physical security services.

11. SUPPLY

a. Provides mission area support services.

b. Provides stock, receipt and inventory control services.

c. Provides material handling services, including storage and issue and delivery services.

d. Provides ancillary supply services, including personal property and SERVMART.

e. Provides large and small purchase services.

f. Provides fuel services.

12. FIREFIGHTING

a. Provides mission area support services.

b. Provides fire prevention inspections.

c. Provides fire protection/firefighting operations.